

**Ministry of Education and Child Care - Financial Planning and Reporting Policy (FPAR)  
Recommended Content in School Districts' Budget and Multi-Year Financial Plan Documents (MYFP)**

#	Description of Sample Content Included in Multi-Year Financial Plans	SD37 2022/23 Budget and Three Year Budget and Financial Plan	SD42 Three Year Budget and Financial Plan	SD43 Budget - Budget and Fiscal Plan 2022/23 - 2024/25	SD79 2021-2024 Financial Plan	Recommended *
1	Number of pages	41	102	67	14	
2	Reader's Guide		✓		✓	
3	District Overview	✓	✓	✓		
4	Board of Education/Council	✓	✓	✓	✓	
5	Demonstrate FP alignment with Strategic Plan/Priorities (SP)	✓	✓	✓	✓	
	Identify Board Vision/Goals/Objectives/SP		✓	✓	✓	
6	Budget Development Overview/Process Financial Planning Framework	✓	✓	✓	✓	
	School District budget background	✓	✓	✓	✓	
	Budget development process, timeline and consultation, guidelines	✓	✓	✓	✓	
7	2022/23 Budget/Financial Plan Overview (Consolidated)	✓	✓	✓		
	2022/23 Ministry operating grant allocation formula outline/background	✓	✓	✓		
	Ministry of Education funding announcement outline	✓	✓	✓		
	2022/23 budget shortfall composition	✓	✓	✓		
	Assumptions/change in financial circumstances/cost drivers	✓	✓	✓	✓	
	Staffing Summary	✓	✓	✓	✓	
8	Multi-Year Financial Projections	✓	✓	✓	✓	
	Multi-year student enrolment and enrolment trends	✓	✓	✓	✓	
	Multi-year operating revenue	✓	✓	✓	✓	
	Multi-year operating expenses - staffing	✓	✓	✓	✓	
	Multi-year operating expenses - supplies and services	✓	✓	✓	✓	
	Multi-year operating revenues and expense comparison	✓	✓		✓	
9	Special Purpose Fund Budget	✓	✓	✓	✓	
	Multi-year operating surplus/deficit and estimated accumulated operating surplus	✓	✓	✓	✓	

10	Capital Fund Budget		✓	✓	✓	✓	
11	Engagement Process Summary		✓	✓	✓	✓	

\* Recommended as what is most important in MYFPs based on Financial Management Committee (FMC) feedback and alignment with FPAR Policy directives. The Ministry expects that School Districts will tailor their MYFPs to their own circumstances and scale MYFPs content, length, etc. as necessary.

**Legend**

Green = Strongest recommendation from FMC

Blue = Strong recommendation from FMC

Red = Recommended by FMC but not as strong as Green and Blue

Updated November 2022